

NEW HAMPSHIRE FORMS FILING CHECKLIST

Enclosed or NA	Ins 401.02	Forms filing, review and inventory procedures
	401.02 (a)(3)	All submissions shall include <u>two</u> self-addressed, stamped envelopes with sufficient postage to accomplish each of the following purposes
	401.02 (a)(4)	Letters of transmittal signed by a representative of the company authorized to transmit filings shall be submitted in <u>triplicate</u>
	401.02 (a)(4)a.	A complete list identifying by number and title each form submitted, such listing to be placed either in the subject heading of the transmittal letter or on an attachment.
	401.02 (a)(4)b.	A brief description of the form, any new or unusual features, and forms to which it will be attached.
	401.02 (a)(4)c.	For each individual insurance form being submitted, a statement indicating the current filing status of the form in the state of domicile. If the form has been approved by the state of domicile, the date of such approval shall be given. If approval was sought but not granted, the reasons shall be given for such action.
	401.02 (a)(4)d.	If this form is replacing another form, said other form shall be identified. If this form is not replacing another form, it shall be so stated.
	401.02 (a)(4)e.	Where a form is replacing another form, the letter of transmittal shall itemize each of the differences between the new form and the form being replaced.
	401.02 (a)(5)	All submitted forms shall be filled out in "John/June Doe" fashion where appropriate.
	401.02 (a)(7)	With respect to any submission of a company domiciled in a state or country where the state insurance department or comparable agency requires foreign or alien insurers to pay any fees for the filing or examination of policy forms, the submission shall include payment of the <u>retaliatory fee</u> due to the state of New Hampshire pursuant to RSA 400-A:35.
	401.02 (a)(8)	Policies shall include "John Doe" application forms.
	401.02 (a)(9)	All contracts submitted shall be in final print
	401.02 (a)(11)	Every filing of a group policy or group policy page shall include the simultaneous filing of the corresponding group certificate page
	401.02 (a)(12)	Any submission of a "blank" rider, amendment or endorsement form shall in all instances be accompanied by a listing of all intended uses.
	401.02 (a)(13)c.	In the event that forms submitted to this department by an insurer are not approved, and such forms are thereafter corrected and resubmitted, then the transmittal letter for the resubmission shall: describe each correction made in the submission being corrected
	401.02 (c)(1)	All submissions shall be accompanied by the following certification of compliance in completed form:
	3101.03 (a)	Filings shall indicate at the time of submission who will do the microfiling
	420-H:5 IV.	IV. Filings shall be accompanied by a certificate signed by an officer of the insurer stating that it meets the minimum Flesch reading ease test.

CERTIFICATION OF COMPLIANCE

Company Name _____ to the best of its knowledge and belief does hereby certify that the accompanying form(s) as identified by the listing attached hereto, does (do) comply with all sections of the New Hampshire Insurance Code and Parts applicable to such insurance policies and related forms, and will be so construed, and agrees that when any provision in a policy subject to Title XXXVII or any insurance part is in conflict with said title or part, said provision will be stricken and that the rights, duties, and obligations of the insurer, the insured and the beneficiary shall be governed by the applicable statutes and parts, and does further certify that:

1. The form(s) does(do) not contain any inconsistent, ambiguous or misleading clauses:
2. The form(s) does(do) not contain specifications or conditions that unreasonably or deceptively affect the risk purposed to be assumed in the general coverage of the contract, policy or certificate:
3. The only variations from the usual provisions of insurance policy or certificate forms of this kind or other documents attachable to a basic contract are clearly marked or otherwise indicated on page(s) ____ of the attached form(s):
4. The attached form(s) is(are) in final printed format and is(are) exactly as will be offered for sale:
5. The attached form(s) does(do) not contain any provision, clause or concept previously disapproved by the New Hampshire Insurance Department.

Dated _____

Name of Company

by: _____
(Title of person signing)